

Payroll Calendar/Effective Date Table 2004-2005

Effective Dates of Benefit Changes

1. The effective date for benefit changes resulting from births, adoptions and placements for adoption is the date of the event.
2. The effective date for benefit changes resulting from marriages:
 - a. Cannot be later than the 1st day of the month following the date of the marriage. Example, the latest effective date of benefit changes for a marriage that occurs in May is June 1st.
 - b. Depends on the date of the marriage and the requested change date.
 - i. The effective date for benefit changes in the event of marriages occurring between the 1st and the 15th of the month will be the 16th of the month unless the employee requests that the effective date be delayed until the 1st of the following month.
 - ii. The effective date for benefit changes in the event of marriages occurring between the 16th and the last day of the month will be the 1st of the following month.
3. The effective date for all benefit changes resulting from any other QLE, including foster care placement, will be:
 - a. The 16th of the following month for completed enrollment forms received by the agency between the 1st and the 15th of the month. Example: If completed enrollment forms are received by the agency on May 15th, requested changes will be effective May 16th.
 - b. The 1st of the following month for completed enrollment forms received by the agency between the 16th and the last day of the month. Example: If completed enrollment forms are received by the agency on May 16th, requested changes will be effective June 1st.
4. The effective date for new hires will be:
 - a. The 1st of the month following the date the employee enrolled using the self-service option or submitted a completed enrollment form to their agency.

Pay Pd. Start Date	Pay Pd. End Date	Flex Ded Number	Pay Date	Insurance Cov Period
9/11/04	9/24/04	26	10/01/04	09/16/04 - 09/30/04
9/25/04	10/8/04	25	10/15/04	10/01/04 - 10/15/04
10/9/04	10/22/04	24	10/29/04	Flex spending only
10/23/04	11/5/04	23	11/12/04	10/16/04 - 10/31/04
11/6/04	11/19/04	22	11/26/04	11/1/04 - 11/15/04
11/20/04	12/3/04	21	12/10/04	11/16/04 - 11/30/04
12/4/04	12/17/04	20	12/24/04	12/01/04 - 12/15/04
12/18/04	12/31/04	19	01/07/05	12/16/04 - 12/31/04
1/1/05	1/14/05	18	01/21/05	01/01/05 - 01/15/05
1/15/05	1/28/05	17	02/04/05	01/16/05 - 01/31/05
1/29/05	2/11/05	16	02/18/05	02/01/05 - 02/15/05
2/12/05	2/25/05	15	03/04/05	02/16/05 - 02/28/05
2/26/05	3/11/05	14	03/18/05	03/01/05 - 03/15/05
3/12/05	3/25/05	13	04/01/05	03/16/05 - 03/31/05
3/26/05	4/8/05	12	04/15/05	04/01/05 - 04/15/05
4/9/05	4/22/05	11	04/29/05	Flex spending only
4/23/05	5/6/05	10	05/13/05	04/16/05 - 04/30/05
5/7/05	5/20/05	9	05/27/05	05/01/05 - 05/15/05
5/21/05	6/3/05	8	06/10/05	05/16/05 - 05/31/05
6/4/05	6/17/05	7	06/24/05	06/01/05 - 06/15/05
6/18/05	7/1/05	6	07/08/05	06/16/05 - 06/30/05
7/2/05	7/15/05	5	07/22/05	07/01/05 - 07/15/05
7/16/05	7/29/05	4	08/05/05	07/16/05 - 07/31/05
7/30/05	8/12/05	3	08/19/05	08/01/05 - 08/15/05
8/13/05	8/26/05	2	09/02/05	08/16/05 - 08/31/05
8/27/05	9/9/05	1	09/16/05	09/01/05 - 09/15/05
9/10/05	9/23/05		09/30/05	
9/24/05	10/7/05	first of 05/06	10/14/05	09/16/05 - 09/30/05